



# County of Roanoke

DEPARTMENT OF COMMUNITY DEVELOPMENT

DIRECTOR, ARNOLD COVEY  
DEPUTY DIRECTOR OF DEVELOPMENT SERVICES, TAREK MONEIR  
DEPUTY DIRECTOR OF PLANNING, PHILIP THOMPSON

BUILDING PERMITS/ INSPECTIONS  
DEVELOPMENT REVIEW  
ENGINEERING  
ENVIRONMENTAL MANAGEMENT  
PLANNING & ZONING  
TRANSPORTATION

## **CONTRACTOR APPRECIATION PROGRAM**

*Excellence in Stormwater Management and Erosion and Sediment Control*

May 1, 2017

### **PURPOSE:**

Land development in Roanoke County presents difficult challenges in the minimization and control of erosion and sedimentation and in the management of stormwater runoff due to steep slopes and highly erodible, fine soils.

Therefore, the County of Roanoke hereby establishes the Contractor Appreciation Program to recognize land-disturbing contractors who conduct exemplary work within the County relative to the protection of its natural water resources through the proper use of onsite erosion and sediment controls, implementation of effective stormwater pollution prevention and good housekeeping measures, proper upkeep and implementation of the Stormwater Pollution Prevention Plan, if applicable, and the proper construction and use of stormwater management practices.

### **CONTRACTOR APPRECIATION PROGRAM**

The County of Roanoke (“County”) will publicly recognize a selected contractor (“Contractor”) for their work on any specific land-disturbing project (“Project”), in accordance with the following:

#### **Selection Criteria**

- An approved Erosion and Sediment Control Plan and Stormwater Management Plan, where applicable, (“Plans”) were obtained from the County prior to any land-disturbance associated with the Project
- All necessary and applicable permits were obtained from Roanoke County and other agencies, such as the Virginia Department of Environmental Quality (DEQ) and the Army Corps of Engineers (ACOE), prior to any land-disturbance associated with the Project. Permits may include, but are not limited to:

- Soil Erosion and Sediment Control Permit (County)
  - General Virginia Pollution Discharge Elimination System (VPDES) Permit for Discharges of Stormwater from Construction Activities (DEQ)
  - Virginia Water Protection Permit (DEQ)
  - Nationwide Permit (ACOE)
- All erosion and sediment controls (“Controls”) shown on the approved erosion and sediment control plan were properly installed on the Project
    - All perimeter sediment controls were installed prior to any land-disturbance associated with the Project
    - If controls were to be installed at certain phases, then all controls, to date, were installed at the specified phase of construction in accordance with the plan
  - All erosion and sediment controls were constructed in accordance with the particular design specifications, as detailed for each type of control in the Virginia Erosion and Sediment Control Handbook (VESCH)
  - All erosion and sediment controls have been properly maintained throughout the duration of the Project in accordance with their respective design specifications and standards, as detailed for each type of control in the VESCH
  - All deficiencies noted on County-generated inspection reports have been addressed within the specified time-frame, OR if weather or other factors prevented such corrections, the Contractor made adequate progress to correct the problem by the specified time-frame
  - Contractor has routinely taken a proactive approach in managing the Project to ensure that sediment does not leave the construction site
    - In the event that there was inadvertent offsite sedimentation, the Contractor took swift measures to clean up the tracked or transported sediment from surrounding roadways, properties, and receiving drainage systems and waterways
  - Contractor has implemented effective stormwater pollution prevention and good housekeeping measures throughout the Project
    - Contractor has maintained and complied with the Stormwater Pollution Prevention Plan, if applicable, throughout the Project

## **Selection Process**

Roanoke County inspectors may submit candidate Projects, as they are identified, to the Community Development Selection Panel (“Panel”) for consideration. All projects that meet the specified selection criteria shall be eligible for recognition.

The Selection panel shall be comprised of the following County employees:

- Deputy Director of Development Services
- County Engineer
- Stormwater Program Manager
- Civil Engineer I (Inspector Supervisor)
- Review Engineer

The Selection Panel shall meet on a monthly basis to:

- Evaluate candidate projects for recognition: The panel shall conduct an onsite project inspection and review the associated inspection records against the Selection Criteria. All projects that are deemed to satisfy the Selection Criteria will be acknowledged under this program. All decisions made by the Panel shall be final and non-negotiable.
- Review previously-selected Projects to ensure continued compliance with the conditions, as specified in the Selection Criteria; this evaluation will continue monthly until the Project has been closed out. If conditions are not met, the recognition may be withdrawn.

## **Recognition Method**

Roanoke County will employ several methods to publicly recognize a selected contractor for exemplary work on a Project in the proper use of erosion and sediment controls, implementation of effective stormwater pollution prevention and good housekeeping measures, proper implementation and maintenance of the Stormwater Pollution Prevention Plan, and the proper construction and use of stormwater management practices, as follows:

For each selected Contractor and their Project, the County will:

- Post a sign (48” wide x 24” high or larger) on the selected Project during its construction (See attached DRAFT) near the front of the site for easy viewing by the traveling public, as approved by the property owner; the sign shall remain until the Project is complete, provided Project continues to meet the selection criteria

- Present a “Certificate of Appreciation” and a complementary wall plaque to the Project’s Contractor at a formal County meeting, after Project completion
- Announce the selection at a County-hosted contractor training event, after Project completion
- Highlight the Contractor and Project in an article in the County’s [upcoming] Annual *Stormwater Newsletter for Contractors*, after Project completion
- Issue a Press Release announcing the selection at the time of selection
- Post the selected Project and Contractor on the County’s Stormwater website; said post shall remain in place for a period of at least 1 year after Project completion